



AWARD CATEGORIES

Please check one or more potential categories:

- ☐ **Small Business Person of the Year:** For developing an outstanding, growing business; innovative product(s), increasing jobs, increasing sales, overcoming adversity, and community contributions.
- ☐ **Small Business Exporter of the Year:** Significantly increased export sales and profits, encouraging other firms to export, increased jobs through exports, and innovative methods of creating markets.
- ☐ **SBA Young Entrepreneur of the Year:** Owner will not reach 30th birthday by June 1, 2012, three-year evidence of success in sales and profits, increased jobs, innovative products, demonstrated potential.
- ☐ **Entrepreneurial Success:** Business that started 'small' by SBA standards, then developed into a large business. Business must have received SBA assistance.
- ☐ **Jeffrey Butland Family Owned Small Business:** A family-owned business that has passed from one generation to another and owner has responsibility for operating the business with at least a 15-year track record
- ☐ **Vermont Micro-Enterprise:** For developing an outstanding business with assistance through SBA loan programs or as a client of one of our SBA technical service providers, at least a three-year track record, and 5 or fewer employees.

Small Business Champions of the Year: Those who promote small business, including volunteering time and services to small business interests and groups, advocating the cause of small business in the legislative process. Champions may or may not be small business owners.

- | | |
|--|--|
| <input type="checkbox"/> Financial Services Champion | <input type="checkbox"/> Women in Business Champion |
| <input type="checkbox"/> Veteran Small Business Champion | <input type="checkbox"/> Phoenix Award for Small Business Disaster Recovery |
| <input type="checkbox"/> Home-Based Business Champion | <input type="checkbox"/> Phoenix Award for Outstanding Contributions to Disaster Recovery |
| <input type="checkbox"/> Minority Small Business Champion | |

NOMINEE INFORMATION

I nominate _____ Title _____
Company/Organization _____ Address _____
Phone _____ Fax _____ Email _____

Nominee's qualifications for this award—**attach short description on why this business/champion should be considered:**

When nominating a business owner, please complete the following: Is the company operating profitably _____

of years in business _____ # of employees _____ annual sales \$ _____ SIC/NAICS code _____

NOMINATOR'S INFORMATION:

Nominator's Name _____

Title _____

Organization _____

Address _____

Phone _____ Fax _____

E-mail _____

Please submit by November 10, 2011 and mail (or fax 802-828-4485) this form to:

Kate Herrington
U.S. Small Business Administration
P.O. Box 605
Montpelier, VT 05601-0605

For more information, please contact: (802) 828-4422 x221. Self-nominations accepted. This form may be duplicated. **For further consideration, supporting materials will be required.** SBA will contact the nominee with details. Thanks for your support!

**VERMONT SBA
2012 NOMINATION CRITERIA BY CATEGORY**

SMALL BUSINESS PERSON OF THE YEAR

Any individual who owns or operates or bears principal responsibility for operating a small business may be nominated. Partners who jointly own or operate the business may be nominated as a team, as long as the team does not exceed four.

- ✓ Staying power – a substantiated history as an established business with a 3-year minimum history.
- ✓ Growth in number of employees, sustained expansion.
- ✓ Increase in sales and/or unit volume and net work.
- ✓ Current and past financial reports. For state consideration, we request basic profit and loss & balance sheet info for past three years. The state winner will be asked to produce more complete P & L, and Balance Sheets for that time period.
- ✓ Innovativeness of product or service.
- ✓ Response to adversity.
- ✓ Contributions to aid community-oriented projects.

SMALL BUSINESS EXPORTER OF THE YEAR

Any individual who owns and operates a small business engaged in exporting may be nominated.

- ✓ Increased sales, profits and/or growth of employment because of exporting.
- ✓ Creative overseas marketing strategies, with description of products & markets served.
- ✓ Effective solutions to export-related problems.
- ✓ Encouraged other small businesses to export.
- ✓ Introduction of unique trading companies, relationships, products or services.
- ✓ Volunteer assistance to other small businesses entering the export market.

SBA YOUNG ENTREPRENEUR OF THE YEAR

Any individual who serves as majority owner and operator for a small business with a three-year track record, and who will not have reached the age of 30 by June 1, 2012.

- ✓ Evidence of success as measured by sales and profits.
- ✓ Increased employment opportunities.
- ✓ Development and utilization of innovative or creative business methods.
- ✓ Demonstrated entrepreneurial potential for long-term success.

ENTREPRENEURIAL SUCCESS

Individuals who own and operate a business that started 'small' by SBA standards, then developed into a large business. Business must have received SBA assistance.

- ✓ Staying power - a substantiated history of an established business, including sustained expansion, steady growth including increased net worth.
- ✓ Growth in number of employees (sustained over a minimum of 3 years).
- ✓ Increase in sales/and or unit volume - consistent growth.
- ✓ SBA assistance – document the type and amount of assistance and the years obtained.
- ✓ Innovativeness of product/service – describe uniqueness of product or service.
- ✓ Response to adversity – examples of problems overcome.
- ✓ Contributions to the community.

JEFFREY BUTLAND FAMILY-OWNED SMALL BUSINESS

Family-owned business that has passed from one generation to another and owner has responsibility for operating the business. Nominees must serve as a majority owner and operator or bear principal responsibility for operating a small business with at least a 15-year track record.

- ✓ Evidence of success as measured by sales and profits. (Profit & Loss and balance sheet information for the past three years will be requested).
- ✓ Increased employment opportunities for family and non-family.
- ✓ Demonstrated potential necessary for long-term business success and economic growth.
- ✓ Voluntary efforts to strengthen family-owned businesses within the community.

VERMONT MICRO-ENTERPRISE AWARD

Any individual who founded, owns and operates a business with 5 or fewer employees (including the owners), which received assistance through SBA loan programs or as a client of our SBA technical service providers. Partners who jointly own and operate the business may be nominated as a “team”, so long as the number of individuals in the team does not exceed four.

- ✓ Growth in net worth, sales and number of employees over the last three years.
- ✓ Response to adversity.
- ✓ Contributions to the community.
- ✓ Demonstrated creativity and/or commitment to a social mission in hiring policy, buying local, etc.

FINANCIAL SERVICES CHAMPION

An individual who assists small businesses through advocacy efforts to increase the usefulness and availability of accounting or financial services for small businesses may be nominated. Nominees may or may not be small business owners.

- ✓ Outside of regular business duties, the amount and quality of assistance given small businesses in obtaining financing.
- ✓ Advocacy of changes in the financial services industry to assist small firms.
- ✓ Encouragement of the flow of investment capital to small ventures.
- ✓ Active support for legislative or regulatory action designed to help small firms.
- ✓ Other significant contributions made by the nominee through financial services or accounting industry to advance small business interests.

VETERAN SMALL BUSINESS CHAMPION

An individual who has fulfilled a commitment to the advancement of small business opportunities for veterans of the U.S. armed forces may be nominated. Nominees may or may not be veterans.

- ✓ Active support for legislative or regulatory action designed to help small business.
- ✓ Evidence of increased business opportunities for veterans as a result of the nominee's actions.
- ✓ Advisory activities to improve awareness among veterans' groups of the small business opportunities.
- ✓ Advocacy of special consideration for veteran-owned small businesses in government policymaking.
- ✓ Demonstrated accomplishment in obtaining support within the community for the establishment of veteran-owned small businesses.
- ✓ Other accomplishments demonstrating the nominee's effective advocacy of veteran-owned small businesses.
- ✓ Other significant contributions through legal services to advance small business interests.

HOME-BASED BUSINESS CHAMPION

An individual who has experienced the rewards and difficulties of owning a home-based business and has volunteered to improve the climate for these businesses may be nominated. Nominees may or may not be current small business owners.

- ✓ Volunteered time and energy to improve conditions for home-based businesses.
- ✓ Engaged in entrepreneurial training, policy development efforts, or financial or business planning specifically tailored for home-based businesses.
- ✓ Demonstrated interest in home based-business as an owner or former owner.

- ✓ Measurable accomplishments in advancing home-based businesses, such as adoption of public policy or expansion of a program.

WOMEN IN BUSINESS CHAMPION

An individual who has fulfilled a commitment to the advancement of women's business ownership may be nominated. Nominees may or may not be small business owners.

- ✓ Active support for legislative or regulatory action designed to help small business.
- ✓ Efforts to increase business and financial opportunities for women.
- ✓ Legal, financial or managerial assistance provided to enhance women's business ownership.
- ✓ Volunteer efforts to strengthen the role of women owned businesses in the community.
- ✓ Other accomplishments demonstrating effectiveness in improving environment for the creation and expansion of women owned businesses.
- ✓ Advocacy of the women-owned business community as a whole, not solely for individual personal advancement.

MINORITY SMALL BUSINESS CHAMPION

An individual who has fulfilled a commitment to support minority entrepreneurship may be nominated. Nominees may or may not be small business owners.

- ✓ Volunteer efforts beyond business/professional responsibilities to advance minority small business interests with the community, state and/or nation.
- ✓ Demonstrated efforts to improve conditions in the minority small business community as a whole, not solely for individual personal advancement.
- ✓ Volunteer efforts to provide professional services to the minority small business community in a legal, legislative, managerial or financial capacity.
- ✓ Demonstrated accomplishments in advising minority small business groups of opportunities within the overall business community.
- ✓ Other accomplishments demonstrating the nominee's merit as an effective advocate for minority small business interests.

PHOENIX AWARD FOR SMALL BUSINESS DISASTER RECOVERY

Any individual who owns and operates a small business that suffered physical damage following a disaster during the previous fiscal year and received an SBA physical disaster loan may be nominated.

- ✓ Recent disaster — Businesses that suffered a physical disaster loss and **received** an SBA disaster loan during fiscal year 2010 or 2011 are eligible for nomination. A business that suffered losses in a disaster that occurred during fiscal year 2009, but did not receive an SBA disaster loan until fiscal year 2010 is also eligible for nomination.
- ✓ Extent of damage —The business suffered at least 40 percent physical damage.
- ✓ Resiliency —The business successfully resumed its operations within the same geographic area
- ✓ Staying Power — The business was able to maintain at least 90 percent of its pre-disaster employment level or has plans to rehire employees, attaining 90 percent of its pre-disaster employment level.
- ✓ Contribution to the local community (e.g., the only supermarket in town, a major source of employment in the city, etc.).
- ✓ Speed of recovery.
- ✓ Initiative and innovation displayed during recovery.
- ✓ Efforts made by the business to protect the property from future disaster losses.

PHOENIX AWARD FOR OUTSTANDING CONTRIBUTIONS TO DISASTER RECOVERY

A private-citizen volunteer and/or public official who have each made an outstanding contribution to a community's recovery following a natural disaster which occurred during the previous fiscal year.

- ✓ Substantive, selfless and far-reaching nature of their contribution to the post-disaster recovery of their respective communities.